## Iowa Council for Early ACCESS Meeting Minutes, September 20, 2012

## I. Call to order

Julie Hahn called to order the regular meeting of the Iowa Council for Early ACCESS at 10:00 AM on September 20, 2012 in Des Moines, IA at the Grimes State Office Bldg, 400 E 14<sup>th</sup> St., Room B100.

#### II. Attendance

Council Members Present: Marty Andera via conference call, Michael Bergan, Mary Butler, Maria Cashman, Paula Connolly, Chad Dahm, Gary Guetzko, Julie Hahn, Angela Hance, Shari Huecksteadt, Kevin Koester, Aryn Kruse, Heather Moorman, LauraBelle Sherman-Proehl, Kim Thomas, Debra Waldron.

Staff Present: Rae Miller, Chris Rubino, Melissa Schnurr, Cindy Weigel, Meghan Wolfe, Jodi Bruce

**Absent:** Gladys Alvarez, Robert Anderson, Jodi Angus, Raymond Brownsworth, Gretchen Hageman, Nichol Kleespies, Janet Stauss, Scott Stran, Kasey Vermillion

## III. Approval of Minutes from Last Meeting

Minutes from the last meeting were reviewed and corrected as follows: (1) Jodi Angus was present at the meeting; and (2) add, Motion carried, all members voted "aye," to approve minutes. **Motion** made by Bergan and seconded by Sherman-Proehl to approve the minutes as corrected. **Approved** unanimously.

### IV. Family Story

Julie Hahn presented Gina Greene with the IDEA Regional Parent Leadership Award which the IDEA Infant and Toddler Association (ITCA) gives annually to acknowledge outstanding state/regional, and/or national parent leadership on behalf of the Part C program for infants and toddlers with developmental delays or disabilities and their families. Gina was nominated on the basis of significant contributions for exceptional efforts over a period of several years.

#### V. 2012-2013 ICEA Slate of Officers

Bergan presented the slate of officers. Julie Hahn motioned to approve. Council approved with all committee members voting "Aye."

#### VI. ICEA By-Laws

Bergan presented one correction to the by-laws (Part 2, article 3, section 1) regarding need to use "biological" to be consistent with IDEA law. Connolly made motion to accept correction seconded by Thomas; council approved change. All members voted "Aye."

## VII. Lead Agency Update

An overview was provided by LauraBelle Sherman-Proehl regarding the reorganization of the Department of Education Division of Learning and Results. David Tilly was named the Deputy Division Administrator and four different Bureaus and Chiefs were named:

- Learner Strategies and Supports Marty Ikeda
- School Improvement Amy Williamson
- Educator Quality Byron Darnell
- Standards and Curriculum Lea Davidson

The purpose of each of the new Bureaus was reviewed and the distribution of early childhood staff to new Bureaus described.

A Lead Agency update was provided regarding ongoing Part C/Early ACCESS infrastructure operations. The Part C application was submitted on time to the Federal Office of Special Education Programs and a "Conditional" approval was met. The Lead Agency is working on needed regulatory descriptions to be provided and will update the Council of progress next month. The Lead Agency (State team) will be working to revise the AEA policies to align with 2012 IDEA Regulations.

The Signatory Agencies are working on drafting the next memorandum of Agreement (MOA) this year. The MOA will be developed for a five year time periods. The Lead Agency will be asking for the Council's input, regarding the MOA, at future meetings.

The Council members attended the Office of Special Education Program Conference in August: Heather Moorman, Paula Connolly, and LauraBelle Sherman-Proehl. They will provide an overview of the conference at a future meeting.

Thomas Mayes, Attorney, Special Education Law, distributed the Iowa Administrative Rules for Early ACCESS. The Rules are presented in the same order as the Federal Regulations. The Conversion Table is available to refer to prior rules and current rules. The Federal Statute was approved July 1, 2005 and regulations not provided until September of 2011. In January, the rules were posted for public comment, no comments were received. In March, the State Board gave notice to adopt the Rules. The Department added an index and the conversion Table.

#### VIII. IT Book, Thinking Through Improvement

Weigel presented a brief review regarding the tools and strategies guide to improve efforts for analyzing Early ACCESS data.

Weigel further described the OSEP grant application process for submitting a distance mentoring model proposal.

## IX. Annual Performance Report Indicator Reviews

Cindy Weigel presented IDEA Part C Annual Performance report data for natural environments.

- C2- Services provided in home or natural environments
- C5- Birth to one child count
- C6- Birth to three child count

Please see appendix notes for questions and comments generated by the Council.

## X. OSEP Conference: Family Survey Video

Paula Connolly and Heather Moorman presented an idea from the OSEP conference for higher return rate of family surveys. The States of Connecticut and Massachusetts put together a video demonstration of the importance and purpose of the family survey; the video was shown to the Council. Another resource was shared, <a href="www.birth23.org">www.birth23.org</a>, that the State of Connecticut posts video demonstrations to help with families understanding of early intervention information.

## XI. Mental Health Redesign

Debra Waldron provided an update of the Mental Health Redesign. The group has agreed to change their name from Mental Health Redesign to Children with Disabilities. The group has expanded to look more broadly at the needs of all children and using Early ACCESS as a model to develop and propose to the legislature to support specialized home health and specialty care. They plan to include Early ACCESS in this system development to assure these children and family needs are being met. Paula Connolly, a member of the same Council, mentioned the biggest challenge is the funding to support mental health services. Medicaid plays a large role in funding, but important to involve insurance companies in discussion; insurance is not represented at these meetings. Debra mentioned DHS has posted Early ACCESS by-laws and they need the updated by-laws. Cindy Weigel will follow-up with correct updated documents, including the EA Memorandum of Agreement.

## XII. Family Survey ARRA Project (APR Indicator C4, Family Outcomes)

Cindy Weigel provided an overview of the Family Survey Study. The study was completed to analyze strengths and improvements needed for collection and analysis of the data. The study included piloting an on-line survey process to collect family data. Paper surveys will be available for families without internet access. The on-line surveys will be supported by ISTAR, a contracted computerized data system, in the spring. This new proposed survey data collection process will improve reliability of data analyzed.

## XIII. Early ACCESS Logo Presentation

Meghan Wolfe shared the proposed revised Early ACCESS logo. The logo needed to be updated for posting on the website and improve clarity of

understanding the term ACCESS in block letters. A simpler font will be used as well as the primary colors. Also, one letter per block will be used. The Council supported the proposed updated logo and had no further suggestions.

## XIV. ToP (Technology of Participation) and the EA Leadership Group

Julie Hahn led a discussion regarding the use of the Early ACCES Leadership Group (EAGL) priorities in alignment with the Council setting priorities. It was suggested the Council could support these same priorities and share priorities with constituent groups.

Meghan Wolfe introduced Shelley Horak to share the process used to facilitate the EAGL's development of action step plans for 2012-2013 work. The process, Technology of Participation (Top) ®, was used to help the group begin to set priorities based on a prior survey they had completed. The process included the group using the following steps:

- Created a Victory Statement
- Reviewed current reality (success and danger)
- Identified commitments
- Brainstormed key actions

#### Next Steps to complete:

- Prioritize actions
- Put dates to the actions
- Coordinate the work who does what
- Celebrate success

## XV. Committee Reports

#### **Parent**

Heather Moorman and Paula Connally will co-chair the committee. They shared ideas for Day on the Hill and ways to advocate other days for Early ACCESS. The parents will be attending the Parents as Presenters Training.

#### **Public Policy**

Shari Huecksteadt, Julie Hahn and Kim Thomas. The group provided input to the Iowa Administrative Rules for Early ACCESS.

#### **Governor's Report**

The group discussed ways to improve the report and will draft updates for next meeting.

## **Membership/Nominations**

Found two people had been absent from 3 meetings in a row. The members and roles are filled adequately.

### **By-Laws**

Currently up to date.

## XVI. Sharing of Activities and Upcoming Events

Paula Connolly - Bullying Awareness – October; Trained 40 families in the Parent as Presenters training.

Awareness Walk with Learning Disability.

ECI – MCIV Home Visiting Grant will be implemented in 18 areas. System support will be available for counties and central intake; professional development of types of services will be provided.

Michael Bergan - Prevent Shaken Baby Syndrome Team work has improved awareness for 80% of births distribute the DVDs and working with other private hospitals.

Angie Hance - NECTAC, an OSEP Technical Assistance Center, will continue work with AEA 13.

Betsy Lin – Third year of training the STAT with AEAs for birth to three identification of autism.

Debra Waldron – Governor will sign proclamation Child Health in Iowa.

Dr. Laura is presenting at AEA 9.

Kim Thomas presenting in September to Holding Tiny Hands NICU groups; sharing Early ACCESS information.

Chris Rubino – ARRA funds were used to sponsor Mental Health conference. Sparked interest to state an association; hosted by American Pediatrics' Association.

#### XVII. Adjournment

Julie Hahn adjourned the meeting at 3:00 pm.

Minutes submitted by: Jodi Bruce

# Appendix ICEA Stakeholder Input of Indicators for Part C Annual Performance Report

#### C-2, Natural environments

Cindy Weigel, Part C Coordinator, reviewed the indicator data for C-2, Natural environments (services provided in the home or community—based settings). Council members discussed the indicator data in small groups and shared questions and comments with the large group. The Council had the following questions and comments for Indicator C2:

- -What prompts using "other" category setting?
- -Is it possible to look at the justifications for "other" settings?
- -What is "home" definition? There are a lot of parents that work, so how are services being provided in home if so many parents work?
- -What are the directions to enter the natural environment data on the IFSP?
- -How are the service coordinators communicating with the parents to know the best option to provide services in natural environment?

#### C-5 and 6, Child Find

The same process was used to discuss the child find indicators C-5 (infants ages birth to one) and C-6 (children ages birth to three). The Council had the following questions and comments for Indicator C-5 and C-6:

- -What percent would you expect to be identified?
- -Can we look at kindergarten data for IEPs to see number identified?
- -Do families who home-school children or private providers know about Early ACCESS and how would these be counted?

Note: Children are connected to services from the referral process to the schools.

- -The denominator is census data, all kids birth to one (school district only, used to know the AEA data)
- -Concern other agencies not aware of AEA and referral system
- -How connecting to private world?
- -How do we know children eligible are receiving services?
- -Do we track referrals that don't accept services?

Note. Yes, we can track those who don't accept services and those who do.

-Can we look at the more in-depth data as a group?

Note. Yes, the state team can provide more in-depth data to the Council.